

**Minutes of the Criminal Justice Information Sharing Board Meeting**  
**Friday, September 14, 2007, 8:30 pm CDT**  
**Supreme Court Conference Room**  
**Bismarck, North Dakota 58502**

**Call to Order:** The meeting was called to order by Lisa Feldner.

**Board Members present:** Lisa Feldner - Information Technology Department; Tom Trenbeath – Office of Attorney General; Chief Justice Gerald VandeWalle

**Others present:** Pam Schafer – CJIS Director; Nancy Walz – Information Technology Department; Jerry Kemmet – Chair, CJIS Executive Committee (BCI)

**Members Absent:** None

## **Agenda**

---

**Topic:** Approve prior CJIS Board Meeting minutes

**Discussion:**

Motion to approve August 17, 2007 meeting minutes by Chief Justice Gerald VandeWalle; Second by Tom Trenbeath; Unanimous Approval.

---

**Topic:** CJIS IT Architect Hiring Process

**Discussion:**

Gordon Christensen start date with CJIS is on September 17, 2007 as the CJIS IT Architect

---

**Topic:** Status Report

**Discussion:**

Status of the CJIS program was given on the CJIS initiative: <http://www.nd.gov/cjis/Committees/Executive.htm>

---

**Topic:** SAVIN

**Discussion:**

The Judiciary Committee hearing is on Tuesday, September 17, 2007 with CJIS Director scheduled to present at 1:00 pm. The Chief Justice will not be able to attend as well as Jerry Kemmet. Lisa will be attending and Tom is available.

Jerry stated the Chief's and Sheriff's Association will be presented with information on the SAVIN program at the next association meeting.

General discussion on SAVIN:

SAVIN provides a service.

A central agency should oversee SAVIN.

Legislation would need to occur to have victims determine their notification desires.

The study should explore how to fulfill the requirements of providing a SAVIN system.

Does the federal government impose requirements or standards of victim notification? Tom will look into this.

Chief Justice stated victims influence courts and central duty to notify. (Reason for conflict of interest on his position on the CJIS Board)

---

---

**Topic:** CJIS Board membership

**Discussion:**

Jerry stated the CJIS Executive Committee is reviewing and working on the CJIS Strategic Plan. History of the CJIS Board and Committees: The Executive Committee originally was a working committee with the CJIS Board providing oversight. With CJIS obtaining general funds probably more individuals should be included on the CJIS Board.

**Action:**

Agenda item for next meeting - CJIS Board Make-up

---

**Topic:** CJIS Space

**Discussion:**

The NorthBrook office space is approximately \$23,000 for biennium or \$1,100 per month. There are discretionary funds available in the CJIS Budget that could be utilized along with possibilities of funding from the SAVIN Grant.

**Action:**

Agenda item for next meeting – CJIS Space

**Meeting was adjourned at 9:30 a.m.**